

**Tompkins County Soil and Water Conservation District**  
**Monthly Staff Report**

**Name: Angel Hinickle**

**Month: April 2016**

**Agriculture (0 hrs)**

**Water Quality and Natural Resources (44 hrs)**

Provide technical assistance on stream bank erosion projects (20 hrs): Assist 11 private landowners with pond, stream or drainage concerns. Held meeting regarding assistance to the Town of Newfield with flooding and stream erosion issues. Reviewed and provided input on documents provided to Senator's Reeds office regarding stream permitting for Newfield residents. Site meeting with DEC, USFWS, and private landowners regarding stream work in the Shelter Valley Mobile Home park.

Provide hydroseeding/mulching program to local highway departments (.50 hrs): Completed pollutant load reduction worksheet and STEPL model for the NYSDEC WQIP Hydroseeding Contract for 2016-2018. Continue working on closeout of hydroseeding grant.

WQIP Enfield Creek Stream Restoration Project (3hours): Work on easement language and contract extension.

WQIP Stormwater Conveyance System Mapping (19 hours): Worked on ditch mapping protocols. Held meeting with Dr. Todd Walters and Dr. Rebecca Schneider regarding ditch mapping protocols. Work with Mariah on development of mapping protocols for culverts, catch basins, and ditches. Invoice for 25% advance. Find reports and other information on storm sewershed mapping to review protocols. Identify GPS equipment and discuss with Trimble representative. Set up meeting to discuss equipment.

**Stormwater (2 8 hrs) –**

Provide stormwater technical assistance to municipalities through contract agreements:

Provided stormwater technical assistance to the Town of Newfield Code Enforcement Officer and conducted inspections of active construction sites.

Met with Renovus regarding the start of a solar project in the Town of Ulysses.

Provide technical assistance to the Tompkins County Stormwater Coalition for MS4 communities:

Worked on compiling the joint Stormwater Annual Report for the 10 regulated municipalities in the coalition.

**Invasive Species (25 hrs)**

Provide Technical Assistance to the County Hydrilla Task Force: Attended local task force meeting. Worked on completing DEC's dilution model for herbicide applications for 2016 and herbicide permits for 2016 treatment.

**Earned Income (7 hrs)**

Soil Group Worksheets – complete soil group worksheets.

**SWCD Staff (52 hrs)**

Conduct weekly staff meetings: Attended staff meetings.

Assist with closeout of hydroseeding grant. Send out trout stocking information and respond to calls/questions. Look for and provide AEM brochures to the Town of Ulysses. Create presentation for the Town of Newfield Town Board regarding contracted services with TCSWCD. Attend Town Board Meeting and present information.

Email, staff meetings, board meeting, office cleaning, walk-in client assistance, answering phones, and administration (invoicing).

**Education (0 hrs)**

**Vacation leave (8 hrs)**

**Personal leave ( hrs)**

**Sick leave ( hrs)**

**Comp Time ( 0 hrs)**

**Holiday ( hrs)**

**Floating Holiday ( hrs)**